

APPLICANT INSTRUCTIONS

1. DRAW A SCALED FOUNDATION PLAN OF THE HOUSE IN THE GRAPH SPACE ON SHEET 2 (REFER TO THE "SAMPLE FOUNDATION PLAN AND PLYWOOD PANEL LAYOUT" ON THIS PLAN FOR GUIDANCE).
2. PROVIDE APPROPRIATE CONSTRUCTION INFORMATION IN THE "RETROFIT CONSTRUCTION DATA" AREA BELOW. DETERMINE THE SPACING REQUIREMENTS FOR THE MUD SILL BOLTS AND ANCHOR PLATES TO BE USED AND IDENTIFY THE TYPE OF FRAMING CLIP TO BE USED.
3. IDENTIFY ON THE FOUNDATION PLAN THE DIRECTION OF RUN OF ALL FLOOR JOISTS.
4. IDENTIFY ON THE FOUNDATION PLAN (ALONG THE PERIMETER WALLS) THE LOCATION OF ALL FIREPLACES.
5. FOR EACH WALL SEGMENT ON THE FOUNDATION PLAN ANNOTATE THE PLAN DETAILS WHICH REPRESENT:
 - STEP 1: THE MUD SILL ANCHORING METHOD,
 - STEP 2: THE FLOOR-TO-CRIPPLE WALL/MUD SILL ATTACHMENT, AND
 - STEP 3: THE CRIPPLE WALL BRACING METHOD TO BE USED.
6. FOR EACH WALL SEGMENT ON THE FOUNDATION PLAN ANNOTATE THE MAXIMUM CRIPPLE WALL HEIGHT AND THE LENGTH AND LOCATION OF ALL PLYWOOD PANELS TO BE INSTALLED (IDENTIFY ALL WALL SECTIONS THAT DO NOT HAVE CRIPPLE WALLS).